

QUALITY COUNCIL MINUTES

October 26, 1999

Present: Rosemary Blethen, Arthur Howington, Shirley Johnson, Joyce Jolly, Jean Mack, Johnny Parker, Shirley Spencer, Pam Strong

Absent: Janet Hendrix, Randy Jarrell, Rick Rogers, John Speights,

BEGIN MEETING

1. Welcome and Affirm Minutes

Shirley Johnson welcomed us to the Fredd Campus at 3:05. October 19 minutes were approved with two corrections:

- a. Arthur wanted the adverb, "woefully" removed from his statement that maintenance was understaffed;
- b. Someone noted that on the back page, some letters had been left off Humphrey Lee's first name, which Johnny Parker explained as a format error when he converts the minutes to the webpage.

QUALITY UPDATE

2. JOHNNY PARKER

Feedback (Quality Month)

»»Feedback on Quality Month activities has been positive. Jean Mack, however, reported that Fredd Campus regretted not being included (no events were scheduled on the Fredd Campus). J. P. said next year, we'll be sure to hold an event on the Fredd Campus. The planning team for Quality Month deserve our appreciation for a really good job. It is giving the quality movement a needed 'shot in the arm.'

»»Shirley Johnson reported ^{the} ~~that a~~ mother of one of the Vestavia children who contributed art work to the Quality Month art contest was upset that her son didn't win a prize. Joyce Jolly commented that the painting was astonishing -- a wonderful recreation of Monet's water lilies --. Two of the judges, who are also QC members, said they never saw the painting. It was smaller than the others and framed and hung in such a way that folks didn't realize it was part of the show. Arthur said that the judging process should be more systematic and that, on Joyce's recommendation, this child's art work should receive a special award -- The Quality Council Award for Excellence. Shirley Johnson was going to contact the mother tomorrow morning.

Religious Expression Feedback

As a member of SIT#1 that received the PIF about religious expression, Don Bell turned over to Johnny Parker all correspondences related to the anonymous PIFer. J. P. e-mailed a copy of the federal guidelines about religious expression to the PIFer, who seemed quite satisfied. Johnny is going to turn everything related to the issue over to the President's Cabinet. It is a policy matter, and the QC doesn't need to spend any more time on it.

Team Sustaining Process

In his interviews with members of the Cabinet, Johnny Parker has recommended once a month training sessions for the teams. He has prepared modular units. The first two modules everyone should do; the rest are pick and choose from 14, outlining the 14 steps to process improvement. Each module explains the TQM strategies useful for each of the 14 steps. Each one should last about an hour.

INSTITUTIONAL UPDATE

3. Rick Rogers -- absent

OLD BUSINESS

4. Leadership Luncheon

Still on for Friday, September 29. Thirty-three participants have confirmed with J. P., who reminded us again to be prepared to ask questions of the business/industry guests about how quality works in their organizations.

5. PIF Distribution

J. P. has processed 40 additional PIFs; seven new one have not yet been posted. Arthur asked if the webpage posting included how many have been cleared. J. P. said that cleared posting was not on the webpage but could be put on. Arthur observed that we really needed to let everyone in the college know what has been accomplished by SITeams. He mentioned again his idea about a

PIFometer. Johnny suggested that perhaps we could set up some competition among the teams to see which one can clear the largest percentage of PIFs.

NEW BUSINESS

6. Report from Delta Team

They have not found a common meeting time yet.

7. Meeting Time

President's Cabinet questioned the desirability of the QC meeting time. Tuesday is a bad day for Rick Rogers to attend QC meetings, and he would like to attend more frequently. He suggested Friday at noon. Other QC members suggested Thursday at 3:00, maybe Friday from 11:30-1:00. Decided to table discussion until next meeting after J. P. has had an opportunity to talk to Rick again.

SI TEAM ACTIVITY

8. SI Team Representative Reports

»»Shirley Spencer reported that her agenda for tomorrow's meeting of SIT#1 included a listing that the spirit award was going to be presented to SIT#5. SIT#1 wanted it presented at a faculty meeting; SIT#5 did not. J. P. said he will try to clear up the confusion.

»»Pam Cole is now a member of SIT#3.

»»SIT#4 will have a training session at their next meeting to acclimate new members.

»»Arthur suggested putting meeting times on the webpage with some sort of TeamSpirit logo on which user can click, rather than have to go through the directory on the Shelton webpage.

GROUNDING/ADJOURNMENT

After grounding, the meeting was adjourned at 4:25.

Meeting next week, November 2, 1999. SPOONS (Shirley Johnson, Shirley Spencer, and John Speights) are responsible for refreshments.